



**TOWN OF SHREWSBURY**  
MASSACHUSETTS 01545 - 5398

**Class 1 – Class 2 – Class 3**  
**License Application Requirements**

- 1) General Town of Shrewsbury application for license.
- 2) Form 53 filled out in duplicate.
- 3) A criminal offender record information form.
- 4) Letter from owner of the land granting permission to use the land (if applicant is not the owner)
- 5) Site plan (scaled 1" = 40') showing all available parking and allocations thereof, driveways, lighting and location of trash containers shall be submitted with the license application. (6) copies of the site plan and building floor plan reduced to either 8 ½" x 11", or if applicable, 11" x 17" must be submitted with the application.
- 6) \$75.00 application fee, made payable to the Town of Shrewsbury. This fee covers the cost of the legal advertisement and notification to the abutters by certified mail.

You must be present at the public hearing for your application to be approved. That date will be scheduled when the application, fee and appropriate paperwork are completed and returned.

The Board of Selectmen's office will request a letter from the Tax Collector stating that there are no outstanding taxes, fees, bills, municipal charges, or betterments that the applicant(s) has neglected or refused to pay for a period of not less than one year. This is subject to the conditions of Article 11-A of the Town of Shrewsbury General By-Laws. The Selectmen will also request reports from the Police Chief, Fire Chief, Zoning opinion from the Building Inspector and any other department having an interest in the said site and/or use related to the application.